

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, November 04, 2013**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, November 04, 2013** at the time of 7:10 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, and Konnie Kuiper were present. Councilor Vassar was absent owing to a work commitment. Councilor Brian Novak tendered a resignation from the Town Council to the proper officer to be effective November 4, 2013. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also present: Randy Bowman, Assistant Inspection for Electric; John M. Bach; Ed Dabrowski of CBL Consulting - the IT Consultant; were present.

General Substance of Matters Discussed

1. The Town Council and the Clerk-Treasurer discussed the listed matters likely to be taken up at the plenary business meeting of the Town Council slated for Monday, November 11, 2013.
2. The Town Council further discussed a pending claim filed by the Assistant Public Works Director, Bob Johnsen, regarding the cost of his defense for battery alleged by a former worker fired for sleeping at work and on duty. The Clerk-Treasurer indicated that the criminal battery charges the prosecution of which was deferred for sixth months, upon which there will be no conviction. The Assistant Public Works Director filed for reimbursement of his costs under IC 36-1-8-17. The Town Clerk-Treasurer briefed the Town Council that subject to review by the Town Attorney, the matter would be docketed for reimbursement.
3. The Town Council discussed the issue of the Redevelopment Plan and its impact on existing zoning and rezoning. Councilor Herak suggested that if the plan is imminent, it should stand but if the plan is not intended to move forward soon, the zoning should not be affected.
4. The Town Council discussed the recent resignation of legislative appointee, Greg Cieslak, from the Plan Commission. Mr. Cieslak is a member of the Board of Sanitary Commissioners, recently elected its president. Based upon the added duties, Commissioner Cieslak, determined that he could not continue to perform as a Plan Commissioner as well. The Town Council discussed the qualities that were necessary and desirable in any possible successor to Commissioner Cieslak.
5. The Town Council discussed the effective November 1 resignation of Brian J. Novak from the membership of the Town Council. The former councilor indicated that he believed that he needed to resign in order to pursue opportunities in his work life. It was noted that he and his wife sold their home in the past month and had briefly intended to list the local residence shared with the address of former Councilor Novak's mother, Marsha Novak. It was also noted that the management of the process for filling the vacancy for the unexpired term for Councilor Novak is the responsibility of the Lake County Democratic Chairman, who will call a caucus of the Councilor Novak's party, under IC 3-13-11 et seq.

It was further discussed that Councilor Novak's resignation would require an election to name a successor President of the Town Council, pursuant to Section 2.05.040 (C) of the Highland Municipal Code.

6. The Town Council discussed the need to discuss adding code enforcement staff for the Building and Inspection Department. There was a brief discussion of the ways and means for adding a staff person, if this was desired as policy. It was noted that there may need to be an amendment to the municipal code regarding the current authorization, which is set at one.
7. The Town Council discussed the presentation made by the representatives from St. John Town regarding a memorandum of understanding that would provide for a future compact to operate a second consolidated *Public Safety Access Point* (PSAP) dispatching center. It was determined that the matter should be set for further consideration at the next formal standing study session.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council of **Monday, November 04, 2013**, was adjourned at 7:30 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer